

Lewis County Employment Opportunity

Public Health & Social Services Department – Community Services Division

Health Educator

Who May Apply: Any Qualified Applicant

Employment Status: **Full Time**

Salary: \$3783 per month, Grade 21, Step A

Posting Opens July 30 and closes August 12, 2011 at 4:00 p.m.

DEPARTMENT/OFFICE

This position is with the Public Health & Social Services Department, Community Services Division

BRIEF POSITION SUMMARY

Under general supervision of the PH&SS Director.

This position promotes community awareness of public health issues, identifies county health trends and community services needs, and develops health education materials and outreach services for at-risk populations. Plans, organizes, and conducts community outreach programs, community events, workshops, conferences, and discussion groups to promote health education, risk reduction, etc. Researches issues and collects data and develops health education and public information programs to meet the needs of the community. Coordinates the county health promotion and disease prevention programs and activities with state agencies.

Must have cultural sensitivity and effective communication of health risks and maintain absolute confidentiality.

HOW TO APPLY

Application materials and job descriptions available at www.lewiscountywa.gov or pick up an application package between 8:00 a.m. and 5:00 p.m. from:

Lewis County Public Health Bldg.
3rd Floor - Applications
360 N.W. North Street
Chehalis WA 98532

Application packets may also be requested by calling (360)740-1148 or (360) 740-1480 TTY. Please note, there may not be sufficient time for the packet to be mailed and returned by 4:00 p.m. on the closing date of the posting.

Lewis County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.

WHO MAY APPLY

This recruitment is open to any qualified applicant who meets the minimum qualifications and can perform the essential functions and possesses knowledge, skills, and abilities as identified in the job description.

REQUIREMENTS

The following **5** items are **required** for your application to be considered complete and for you to be considered for this recruitment. **NOTE:** **ALL** sections of the application must be complete; “see resume” is not acceptable.

Lewis County General Application
Authorization to Release Information
Resume
Cover Letter
Proof of Education

All application materials must be received in the Public Health Bldg., 3rd floor – Applications, by 4:00 p.m. on the closing date of this posting. Late applications will not be accepted. Applications may be emailed to Sandra.Andrus@lewiscountywa.gov or faxed to 740-1145 providing a signed hard copy follows before closing date.

Lewis County accepts no responsibility for the timely delivery or completeness of applications. Application materials received by Lewis County become the property of the County.

SPECIAL REQUIREMENTS

- ▶ Bachelor's Degree in Health Education, Public Health or closely related field AND 3 year's experience in a medical or social services program
- ▶ Valid Washington State Drivers License
- ▶ May be required to pass criminal background check
- ▶ Proof of eligibility to work in the United States
- ▶ Ability to speak, read, and write the English language effectively.

NOTE: The information for State and Federal Reporting Form is voluntary. By providing this information, you assist the County in meeting state and federal reporting requirements. The information provided on this form is not used as a part of the review and selection process.